

**DRAFT**  
**MINUTES**  
**BOARD OF LIBRARY TRUSTEES**

SEPTEMBER 19, 2012  
4:00 PM

SOUTH CHULA VISTA BRANCH LIBRARY  
MEETING ROOM A

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**BOARD MEMBERS PRESENT:**

CHAIR *B. YOUNG*, VICE-CHAIR *A. RIGGS*,  
TRUSTEES *J. BALNIS*, *J. BARNES* AND *E. MELLOR*

**BOARD MEMBERS ABSENT:**

NONE

**CITY STAFF PRESENT:**

DIRECTOR OF LIBRARY & RECREATION *BETTY WAZNIS*

**OTHERS PRESENT:**

NONE

**CALL TO ORDER / ROLL CALL**

Vice-Chair Riggs called the meeting to order at 4:02 p.m.

**I. APPROVAL OF MINUTES**

Motion made by Trustee Mellor and seconded by Chair Young to approve the meeting minutes from August 15, 2012. Motion carried. Barnes abstained.

**II. NEW BUSINESS**

**A. Introduction of New Trustee – Jeannie Barnes**

Self-introduction presented by Trustee Barnes. Trustee Barnes stated that she visited all three branches of the Library prior to her interview with City Council. She was very impressed with the services and programs provided by the Library.

Chair Young provided a summary of the discussions held by the Board of Library Trustees regarding the City Council's actions to merge the Library and Recreation Departments. The Board shares the same concerns as outlined in the City Manager's report. The Board is trying to come up with some metrics on how to measure the impacts. There is a Joint Workshop with City Council scheduled for October 18, 2012 and this will provide an opportunity to discuss these issues and concerns directly with the City Council.

**B. Board's Strategic Mission**

At the last meeting, Vice-Chair Riggs suggested to the Board to shift their focus to looking into the future for the Library. The Board agreed to come up with measures for successes, losses and impacts to the Library.

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Chair Young recommended the Board discuss three focal points: (1) Funding, (2) Management, and (3) Performance.

- 1) Funding – City Council allocated additional funds to the Recreation Department. The Board would like to see additional funding provided to the Library for more hours of operation.
- 2) Management – The Board asked Director Waznis about her time spent at each department. Director Waznis stated she is splitting her time 50/50 currently. The two departments have not merged and staff is still performing same duties within each department. The City Council will re-evaluate this decision in January.
- 3) Performance – The Board pointed out the difficulty in measuring the morale of staff in each department. It appears the departments are neither merged nor separate. They understand that the former position of Director of Recreation no longer exists and that Betty is now the Director of Library and Recreation. However, there is nothing defined below that level.

Vice-Chair Riggs asked the Board to identify their major concerns and what they do not want to see suffer due to lack of the Director's dedicated time.

Chair Young questioned whether the Otay Ranch Branch Library would have had such positive outcomes if Director Waznis was burdened with the additional responsibilities of the Recreation Department prior to the grand opening of the new library.

Director Waznis replied that it would have been difficult to forecast. The grand opening was a very time intensive project.

Trustee Mellor stated that they should provide feedback to City Council prior to January's evaluation of the merger.

Trustee Balnis stated he would like to see the Board come up with metrics to measure the Library's services since the funding has been reduced to bare essentials. The Board should find out what services the community wants.

Chair Young suggested the Board should prepared a presentation to City Council at the October 18<sup>th</sup> Joint Workshop. Chair Young and Vice-Chair Riggs volunteered to work on the presentation.

Trustee Mellor also suggested a presentation on Advocacy. Trustee Mellor and Trustee Balnis volunteered to work on the advocacy presentation.

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Motion made by Chair Young for the Board to prepare two presentations for the City Council. One presentation will focus on the Board's strategic mission issues and feedback & concerns regarding the Library and Recreation Departments. The second presentation will define the Board's role regarding advocacy. Motion seconded by Trustee Barnes. Motion carried.

**III. OLD BUSINESS**

- A. Impact of Library & Recreation Merger
- B. Advocacy

(See notes from discussions above under Item II-A and Item II-B.)

**IV. LIBRARY DIRECTOR'S REPORT**

- A. Library Programs and Events Update:

- 1) Progress is being made with Southwestern College to provide five work-study students to assist with the Library's Tutoring Program.
- 2) The Otay Ranch Branch Library has surpassed 58,000 visitors since opening in April 2011.
- 3) 140 fourth graders from Wolf Canyon Elementary School visited the Otay Ranch Branch Library. Director Waznis shared the handwritten thank you notes received by the Library.

Vice-Chair Riggs stated that her husband was one of the teachers on the fieldtrip and the students were thrilled with the visit. The students all received library cards. The staff was really great.

- 4) Funeraria Del Angel Humphreys Mortuary will be sponsoring Dia de Los Muertos events at the Civic Center and South Chula Vista branches.
- 5) The South Chula Vista Branch Library celebrated Hispanic Literacy Day on September 15<sup>th</sup>. Over 20 local Hispanic authors, Mayor Cox and over 200 people attended the event.
- 6) Jean Houston, author of Farewell to Manzanar, will be speaking at the Civic Center Branch Library on October 10<sup>th</sup>.
- 7) Digital signs will be installed at the Civic Center Branch and the South Chula Vista Branch courtesy of a grant from SDG&E.

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- 8) The Civic Center Library building is 36 year old. Both the doors broke and cost approximately \$1600 in repairs. One of our concerns is the deferred maintenance on our buildings and furnishings. We need approximately 150 chairs to replace the ones which have broken.
- 9) The Library will be working with the Princess Gown project next spring. This project is another example of the community-friendly programs that take place at the Library.
- 10) The Target Corporation has donated \$2,000 to help fund our Literacy Program.

**V. COMMUNICATIONS**

**A. Friends of the Library**

Director Waznis informed that Board that the Friends did not receive the County grant to remodel the Civic Center conference room.

**B. Chula Vista Public Library Foundation**

Trustee Balnis stated that he attended the CVPLF meeting on September 11<sup>th</sup> and the Foundation adopted their revised Bylaws to include “the Chair of the CV Board of Library Trustees or designee” as a voting member on the Board of Directors. Trustee Balnis stated he was not comfortable being a voting member and would like to just continue to “observe.”

Director Waznis reminded Trustee Balnis that he may choose to abstain from a vote.

Vice-Chair Riggs stated the Board of Library Trustees voted to elect a liaison to the CVPL Foundation.

Chair Young suggested that if Trustee Balnis is not comfortable in the role of Foundation Liaison, perhaps another Trustee would like to volunteer.

Trustee Barnes stated she is interested and available to attend the Friends and Foundation Board meetings.

**C. Public Comments – None**

**D. Written Comments – None**

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**E. Board Comments**

- 1) Chair Young thanked Vice-Chair Riggs for running the meeting in an efficient manner and for keeping the discussions moving along.
- 2) Trustee Balnis announced that the Chula Vista Garden Club has volunteered to create a Native Plants display at the South Chula Vista Branch Library.

**ADJOURNMENT**

Meeting was adjourned by Vice-Chair Riggs at 5:39 p.m.

The next Board of Library Trustees meeting (Joint Workshop with City Council) is scheduled for Thursday, October 18, 2012 at 6:00 p.m. in Council Chambers.